

**AGENDA FOR THE MEETING OF THE
CARNEGIE-SCHADDE MEMORIAL PUBLIC LIBRARY
BOARD OF TRUSTEES**

Members noticed must notify the person who prepared the agenda (see below) at least 24 hours before the meeting if they will not be able to attend.

Date and Time: Tuesday, September 20th 2022, 5:30PM

Location: Conference Room (use South door), Baraboo Area Chamber of Commerce,
600 W. Chestnut, Baraboo WI 53913

This meeting is open to the public.

Board members and/or the public may attend remotely by Zoom.
+1 312 626 6799 US Meeting ID: 893 8059 3376 Passcode: 675455
<https://us06web.zoom.us/j/88524536236?pwd=bW5heE5rQIRuRWEzdHBXUGxuejhaQT09>

Members Noticed: A. Crowder, J. Ellington, L. Harthorne, F. Hartmann, M. Muter, B. Persche, L. Steffes, B. Stelling

Others Noticed: City Clerk, City Administrator, City Engineer, CDA Director, Mayor, School District Superintendent, Library Staff, Media,

I. Call to order

- A. Roll call of members
- B. Note compliance with Open Meeting Law
- C. Approval of the August 16, 2022 Library Board meeting minutes
- D. Approval of the Agenda

II. Public Hearings/Appearances

III. Consent Items

- A. Consider approval of bills in the amount of \$_____: J. Ellington, Examiner

IV. Action Items

V. Information items

- A. Library expansion project update
 - 1. Progress report & change orders: P. Cannon
- B. Financial Reports
 - 1. Revenue and donations report
 - 2. General Fund Income Statement with Comparison to Budget report
 - 3. Trust Fund report (including Building Project Fund)
 - 4. Third Oak statement (quarterly)

- C. Staff reports
 - 1. Technology Report
 - a. (no report today)
 - 2. Outreach & Programming report
 - a. Youth Programming
 - b. Adult Programming
 - 3. Director's Report
 - a. Community Engagement/Outreach
 - b. Projects/Events
 - c. Operations/Personnel
 - d. Monthly newsletter
 - e. Library newspaper column
 - f. Statistics
- D. Board Reports/ Announcements
 - 1. Trustee Training Week Reports
 - a. Bekah- *Materials Challenges & Your Library*
 - b. Beth- *Here To Stay: Recruiting & Retaining Dedicated Library Workers*
- E. Friends of the Library meeting Minutes (copy included in packet)
- F. Correspondence

VI. Adjourn

Agenda prepared by J. Bergin
jessica@csmpl.org

PLEASE TAKE NOTICE that any person who has a qualifying disability as defined by the Americans with Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format, should contact the Library Director at 230 4th Avenue, or phone 356-6166, during regular business hours at least 48 hours before the meeting so that reasonable arrangements can be made to accommodate each request.